HARRISBURG PARK BOARD APPROVED MINUTES OF THE MEETING OF SEPTEMBER 9, 2015 HELD AT 7:00 P.M. IN THE LIBERTY ELEMENTARY SCHOOL BOARD ROOM

CALL TO ORDER

Chairman Tank called the meeting to order at 7:00 p.m.

Members present: DeBruin, Kindt, Kvasnicka, McMahon, and Tank. Staff present: Brown, Locke, McMahon, and Thurston. Council member Berg and four guests were also present.

APPROVAL OF AGENDA

1. To approve the agenda for the September 9, 2015 regular meeting.

Tank asked that a discussion of the November meeting date be added under New Business. DeBruin moved, with Kindt seconding, to approve the agenda as amended. The motion was approved by a unanimous vote.

2. To approve the meeting minutes of August 12, 2015.

Kindt moved, with DeBruin seconding, to approve the minutes of the August 12, 2015 Park Board meeting. The motion was approved by a unanimous vote.

NEW BUSINESS

- 3. Request to install 2 free libraries at City parks by Justin Cable for an Eagle Scout project. Mr. Cable outlined his project, which will be funded by donations from Schoenemans and Ace Hardware, to install the free library units at two City parks. The Board discussed the locations and reached a consensus to have them installed at Lions and Heartland Parks. The Boy Scout Troop will maintain the units. The Board also invited Mr. Cable to return to the Board's October meeting to request funding if the anticipated donations do not cover all of the project costs.
- **4.** Discussion of park descriptions for the new City web site. McMahon presented a draft format and examples for a Park page on the new City web site. The consensus of the Board was to support the proposal and to help provide information for the project.
- 5. Park Update: Thurston gave an update of recent maintenance activities and issues as well as recent vandalism at several parks. It was suggested to ask the deputies to lock the bathroom doors at Ellis Larson Park each night as part of the effort to reduce the vandalism at the Park. DeBruin offered the use of a trail camera in that Park to try to identify the vandals.
- 6. City Update: Thurston presented two quotes from All Seasons Property Maintenance to remove several decaying trees at Hugh Robinson Park and at the newly-acquired City property at 300 E. Elm Street for a total of \$8,200.00. DeBruin moved, with Kindt seconding, to recommend to the City Council that the two quotes from All Seasons Property Maintenance be accepted for \$8,200.00, which should be funded from the Repairs and Maintenance line item of the Parks budget. The motion was approved

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by a unanimous vote. After discussion, Kindt moved, with DeBruin seconding, to request that the City Council consider a change order to the Harvest Acres paving project to include paving the south end of Ellis Larson Park for a parking area with the funding to come from the Repairs and Maintenance and the Supplies and Materials line items of the Park budget. The motion was approved by a unanimous vote.

- **7.** Foundation Update: No one from the Harrisburg Days Foundation was present to provide an update.
- 8. HBA Update: Ratzloff discussed the fall softball and baseball programs and the heavy use that the ball fields will receive. He and Corcoran also discussed with the Board the projected enrollment in next year's T-ball program and the need for the existing and additional fields to handle the increased enrollment that is expected. The impacts of the Central Park grading project were discussed and Brown will have information ready for the next Board meeting on construction phasing and field availability at Legion Park in 2016 and 2017.
- **9.** Report on surplus to salvage recommendation to the City Council. Berg reported that the City Council is trying to find alternatives to removing the buildings at Ellis Larson Park. The Board extensively discussed alternatives that might be considered.
- **10.** Review of proposed Advisory Park and Recreation Board and Park regulations. McMahon presented the proposed regulations to the Board and asked them to review the regulations and bring any proposed changes to the October Board meeting.
- **11.** Discussion of stipend for Park Board members. Berg reported that the 2016 Park budget includes an annual stipend of up to \$400 for each Board member and the reasons that this was included in the budget.
- **12.**Review of the 2015 budget and expenditures to date. Berg presented information from the Finance Officer on the line item balances remaining in the Recreation, Parks, Forestry, and Park Lighting budgets. HBA may bring some project requests to the October meeting for Legion Park.
- 13. Discussion of the November Park Board meeting. The scheduled November meeting date falls on Veterans Day and the Board discussed alternative dates for the meeting. The consensus of the Board was to cancel the November meeting unless issues arise at the October meeting that would require a November meeting. Tank reported that he will not be at the October Board meeting.

OLD BUSINESS

No input or discussion was offered.

ADJOURNMENT

Kvasnicka moved, with Kindt seconding, to adjourn. The motion was approved by a unanimous vote. The meeting was adjourned at 8:45 p.m.

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The next B	oard meeting will b	e held at 7:00 p.m.	on Wednesday,	October 14 in the	Liberty
Elementary	y School Board Ro	om.			

Respectfully submitted,

Michael McMahon Planning & Zoning Administrator